## Approved For Release 2000/04/14: C/A-RDP78-03568A000300070006-5

11 September 1952

MEMORANDUM FOR: Deputy Director, Administration

ATTENTION

: Classification and Wage Division

FROM

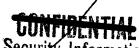
: Assistant to the Director

SUBJECT

: Reallocation of Grade

- 1. It is requested that consideration be given to reallocating Job 8 on the Cable Secretarist Table of Organization from Secretary-Receptionist, GS-5 to Administrative Assistant, GS-7.
- 2. This action is considered necessary in order that the grade of the position may be in conformity with the duties.
- 3. Prempt action would be appreciated in order that personnel now on duty within the Agency may be interviewed and assignment to the vacancy expedited. It is essential that the vacancy be filled quickly by someone familiar with the function and organization of CIA.

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Security Information

Chief, Class. & Wage Div.

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170 CHANGE AUTHORIZATION

FORM NO. 30-25 MAY 1952